

Document Conversion Services Price List

Effective January 1, 2003

Paper To Image

Code	Description	Unit	List Price
PTI.1	Preparation		
PTI.1.1	Standard Preparation (fastener removal, mending of tears and inserting patch sheets)	Hour	\$16.50
PTI.1.2	Complex Preparation (standard plus document identification and barcode insertion)	Hour	\$21.00
PTI.2	Scanning (200 DPI, Bitonal, Simplex or Duplex, Group IV TIFF)		
PTI.2.1	8½" x 11"	Image	\$0.050
PTI.2.2	8½" x 14"	Image	\$0.062
PTI.2.3	11" x 14"	Image	\$0.067
PTI.2.4	11" x 14" (Burst)	Image	\$0.067
PTI.2.5	11" x 17" (B Size)	Image	\$0.130
PTI.2.6	11" x 17" (B size unburst)	Image	\$0.130
PTI.2.7	Mixed Sizes (legal size and smaller)	Image	\$0.090
PTI.2.8	Mixed Sizes (all sizes)	Image	\$0.130
PTI.2.9	Grayscale scanning	Image	75% Increase
PTI.3	Scanning (300 DPI, Bitonal, Simplex or Duplex, Group IV TIFF)		
PTI.3.1	8½" x 11"	Image	\$0.063
PTI.3.2	8½" x 14"	Image	\$0.078
PTI.3.3	11" x 14"	Image	\$0.084
PTI.3.4	11" x 14" (Burst)	Image	\$0.084
PTI.3.5	11" x 17" (B Size)	Image	\$0.163
PTI.3.6	11" x 17" (B size unburst)	Image	\$0.163
PTI.3.7	Mixed Sizes (legal size and smaller)	Image	\$0.113
PTI.3.8	Mixed Sizes (all sizes)	Image	\$0.163
PTI.3.9	Grayscale Scanning	Image	75% Increase
PTI.4	Scanning - Large Format (200 DPI, Bitonal, Group IV TIFF)		
PTI.4.1	18" x 24" (C size)	Image	\$1.50
PTI.4.2	24" x 36" (D size)	Image	\$1.75
PTI.4.3	36" x 48" (E size)	Image	\$3.00
PTI.4.4	Grayscale Scanning	Image	100% Increase

PTI.5	Scanning - Large Format (300 DPI, Bitonal, Group IV TIFF)		
PTI.5.1	18" x 24" (C size)	Image	\$1.65
PTI.5.2	24" x 36" (D size)	Image	\$1.90
PTI.5.3	36" x 48" (E size)	Image	\$3.30
PTI.5.4	Grayscale Scanning	Image	100% Increase
PTI.6	Scanning - Large Format (400 DPI, Bitonal, Group IV TIFF)		
PTI.6.1	18" x 24" (C size)	Image	\$1.85
PTI.6.2	24" x 36" (D size)	Image	\$2.10
PTI.6.3	36" x 48" (E size)	Image	\$4.25
PTI.6.4	Grayscale Scanning	Image	100% Increase
PTI.7	Indexing		
PTI.7.1	Key Data Entry	Keystroke	\$0.0075
PTI.8	Quality Control		
PTI.8.1	Random Image Inspection	Image	\$0.012
PTI.8.2	Inspect Each Image	Image	\$0.012
PTI.9	Image Clean-up		
PTI.9.1	Image Clean-up (deskew, black border removal)	Image	\$0.010
PTI.10	Optical Character Recognition (OCR)		
PTI.10.1	OCR	Image	\$0.10
PTI.10.2	OCR Clean-up (spell check, formatting etc.)	Hour	\$35.00
PTI.11	PDF Conversion		
PTI.11.1	Image-only PDF Format	Image	\$0.040
PTI.11.2	Searchable PDF Format	Image	\$0.100
PTI.12	Barcode and Separation Sheets		
PTI.12.1	Barcode / Patch Sheet Printing	Sheet	\$0.05
PTI.12.2	Barcode Recognition / Verification	Barcode	\$0.02
PTI.12.3	Patch Sheet Processing (removal)	Sheet	\$0.02
PTI.13	Output To Media		
PTI.13.1	Output To CD-R (includes labeling)	CD-R	\$15.00
PTI.13.2	Output To DVD-R (includes labeling)	DVD-R	\$30.00
PTI.13.3	Output To 4mm DAT (includes labeling)	Tape	\$50.00

PTI.14	Pick Up And Delivery		
PTI.14.1	Local (within 50 miles of a Peelle processing facility)	R/T	\$50.00
PTI.14.2	Regional (beyond 50 miles of a Peelle processing facility)	Mile	\$0.85
PTI.15	Additional Charges/Services		
PTI.15.1	On-Site Set Up Charge	Scanner	\$425.00
PTI.15.2	On-Site Scanning Services	Image	35% Increase
PTI.15.3	Document Shredding	Cubic Ft.	\$3.25
PTI.15.4	Minimum Charge Per Submission	Job	\$300.00
PTI.15.5	Rotate Images To Right-Reading Orientation (requires inspection of each image)	Image	\$0.020

Microform To Image

Code	Description	Unit	List Price
MTI.1	Preparation		
MTI.1.1	Standard Preparation (examine for quality and repair as necessary)	Hour	\$8.50
MTI.2	16mm Microfilm Scanning (200 DPI, Bitonal, Group IV TIFF)		
MTI.2.1	8½" x 11" (or smaller)	Image	\$0.045
MTI.2.2	8½" x 14"	Image	\$0.045
MTI.2.3	Up to 8½" x 14" (duplex)	Image	\$0.120
MTI.2.4	11" x 14"	Image	\$0.070
MTI.2.5	11" x 17"	Image	\$0.085
MTI.2.6	Grayscale Option	Image	300% Increase
MTI.2.7	300 DPI Option	Image	20% Increase
MTI.2.8	400 DPI Option	Image	500% Increase
MTI.3	35mm Microfilm Scanning (200 DPI, Bitonal, Group IV TIFF)		
MTI.3.1	Up to 8½" x 14"	Image	\$0.100
MTI.3.2	11" x 14" and 11" x 17"	Image	\$0.120
MTI.3.3	18" x 24" or larger	Image	\$0.150
MTI.3.4	Grayscale Option	Image	300% Increase
MTI.3.5	300 DPI Option	Image	500% Increase
MTI.3.6	400 DPI Option	Image	500% Increase
MTI.4	105mm Microfiche Scanning (200 DPI, Bitonal, Group IV TIFF, Full Fiche)		
MTI.4.1	8½" x 11" (or smaller)	Image	\$0.050
MTI.4.2	8½" x 14"	Image	\$0.050
MTI.4.3	11" x 14"	Image	\$0.080
MTI.4.4	11" x 17"	Image	\$0.090
MTI.4.5	Grayscale Option	Image	300% Increase
MTI.4.6	300 DPI Option	Image	20% Increase
MTI.4.7	400 DPI Option	Image	45% Increase
MTI.4.8	Partial Fiche Surcharge	Fiche	\$1.75

MTI.5	3x5 Microfilm Jacket Scanning (200 DPI, Bitonal, Group IV TIFF, Full Jacket)		
MTI.5.1	8½" x 11" (or smaller)	Image	\$0.050
MTI.5.2	8½" x 14"	Image	\$0.050
MTI.5.3	11" x 14"	Image	\$0.080
MTI.5.4	11" x 17"	Image	\$0.090
MTI.5.5	Grayscale Option	Image	300% Increase
MTI.5.6	300 DPI Option	Image	20% Increase
MTI.5.7	400 DPI Option	Image	45% Increase
MTI.5.8	Partial Jacket Surcharge	Jacket	\$1.75
MTI.6	4x6 Microfilm Jacket Scanning (200 DPI, Bitonal, Group IV TIFF, Full Jacket)		
MTI.6.1	8½" x 11" (or smaller)	Image	\$0.050
MTI.6.2	8½" x 14"	Image	\$0.050
MTI.6.3	11" x 14"	Image	\$0.080
MTI.6.4	11" x 17"	Image	\$0.090
MTI.6.5	18" x 24" or larger	Image	\$0.150
MTI.6.6	Grayscale Option	Image	300% Increase
MTI.6.7	300 DPI Option (on 11" x 17" or smaller)	Image	20% Increase
MTI.6.8	400 DPI Option (on 11" x 17" or smaller)	Image	45% Increase
MTI.6.9	Partial Jacket Surcharge	Jacket	\$1.75
MTI.7	Aperture Card Scanning (200 DPI, Bitonal, Group IV TIFF)		
MTI.7.1	Aperture Card Scanning	Image	\$0.550
MTI.7.2	Grayscale scanning	Image	300% Increase
MTI.7.3	300 DPI Option	Image	20% Increase
MTI.7.4	400 DPI Option	Image	45% Increase
MTI.8	Indexing		
MTI.8.1	Key Data Entry	Keystroke	\$0.0075
MTI.9	Quality Control		
MTI.9.1	Random Image Inspection	Image	\$0.012
MTI.9.2	Inspect Each Image	Image	\$0.012
MTI.10	Image Clean-up		
MTI.10.1	Image Clean-up (deskew, black border removal)	Image	\$0.010
MTI.11	Optical Character Recognition (OCR)		
MTI.11.1	OCR	Image	\$0.10
MTI.11.2	OCR Clean-up (spell check, formatting etc.)	Hour	\$35.00

MTI.12	PDF Conversion		
MTI.12.1	Image-only PDF Format	Image	\$0.040
MTI.12.2	Searchable PDF Format	Image	\$0.100
MTI.13	Output To Media		
MTI.13.1	Output To CD-R (includes labeling)	CD-R	\$15.00
MTI.13.2	Output To DVD-R (includes labeling)	DVD-R	\$30.00
MTI.13.3	Output To 4mm DAT (includes labeling)	Tape	\$50.00
MTI.14	Pick Up And Delivery		
MTI.14.1	Local (within 50 miles of a Peelle processing facility)	R/T	\$50.00
MTI.14.2	Regional (beyond 50 miles of a Peelle processing facility)	Mile	\$0.85
MTI.15	Additional Charges/Services		
MTI.15.1	On-Site Set Up Charge	Scanner	\$425.00
MTI.15.2	On-Site Scanning Services	Image	55% Increase
MTI.15.3	Microform Shredding	Cubic Ft.	\$5.25
MTI.15.4	Minimum Charge Per Submission	Job	\$300.00
MTI.15.5	Rotate Images To Right-Reading Orientation (requires inspection of each image)	Image	\$0.020
MTI.15.6	Microform Scanner Set Up Charge	Event	\$250.00